



**BOB RILEY**  
Governor

## State of Alabama Department of Human Resources

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**NANCY T. BUCKNER**  
Commissioner

### WEB ANNOUNCEMENT

September 17, 2008

**THE ALABAMA DEPARTMENT OF HUMAN RESOURCES (DHR) WILL RELEASE A REQUEST FOR PROPOSALS (RFP) FOR THE CHILD SUPPORT ALABAMA STATE DISBURSEMENT UNIT (ASDU) ON THURSDAY, SEPTEMBER 18, 2008.**

The ALABAMA DEPARTMENT OF HUMAN RESOURCES, (hereinafter referred to as “the Department”) invites qualified vendors to submit a proposal to continue operation of the **Alabama State Disbursement Unit (ASDU)**. The ASDU is the central child support collection unit for the State of Alabama, as required by the Personal Responsibility and Work Opportunity Reconciliation Act of 1996 (PRWORA). The ASDU is designed to: (a) process all Alabama IV-D and non IV-D child support payments, with the exception of a small number which are made at court houses and cash IV-D payments resulting from court action; (b) transfer data and funds to other State agencies for allocation, distribution and disbursement to child support recipients; (c) explore innovative approaches to processing payments to increase efficiency and improve data communication, both in terms of timeliness and quality of content; and (d) provide customer service. Proposals submitted in response to this solicitation must comply with the instructions and procedures described in the procurement document.

A mandatory Pre-Proposal Conference will be conducted in the *Skills Center (Second Level)* of the *Gordon Persons Building, 50 Ripley Street, Montgomery, AL 36130 on Tuesday, October 07, 2008 at 10:00 a.m. (CST)*. Due to limited seating, vendors are asked to limit attendance to no more than two representatives. To reserve seating, email the agency name, and the names of the persons attending to [deborah.tarver@dhr.alabama.gov](mailto:deborah.tarver@dhr.alabama.gov) by 3:00 p.m. (CST) on *Friday, October 03, 2008*.

Interested vendors may begin accessing the RFP after 5:00 p.m. on *Thursday, September 18, 2008* by logging onto the Department’s web site at [www.dhr.alabama.gov](http://www.dhr.alabama.gov) then clicking on the **Alabama State Disbursement Unit (ASDU) RFP** link under ANNOUNCEMENTS. The link will take you directly to the RFP or click on the Requests for Proposals under QUICK LINKS then click on the RFP link for the **Alabama State Disbursement Unit (ASDU)**.

The contract term for this procurement is a period of **three (3) years** beginning **August 01, 2009** and ending **July 31, 2012**. Renewals of the contract, as agreed upon by both parties, may be made at one (1) year intervals, or any interval that is advantageous to the Department, not to exceed a total of two (2) years, at the option of the Department. The selected vendor must be fully operational on **August 01, 2009**.

If you are unable to access the RFP after its release using the above-mentioned web address, immediately notify Starr Stewart ([starr.stewart@dhr.alabama.gov](mailto:starr.stewart@dhr.alabama.gov)) via email.